



# INDIANA STATE BOARD OF EDUCATION

143 W. Market Street  
Indianapolis, IN 46204

**To:** Indiana State Board of Education

**From:** Claire Fiddian-Green

**Date:** December 13, 2013

**RE:** Board Staff Job Descriptions

Per a request from Board member Dr. Brad Oliver, attached please find revised job descriptions for the staff of the State Board of Education. Dr. Oliver has asked for the job descriptions to be provided as ancillary documents to his Board resolution from November 13, 2013, so that they more clearly reflect the ability of the Board to direct the work of Board staff. Dr. Oliver requested these revisions following the issuance of the Attorney General's opinion regarding Dr. Oliver's resolution on the standards review process.

Pursuant to the SBOE Staffing Resolution adopted by the Board on September 4, 2013, I sought and received input on the job description revisions requested by Brad Oliver from Dan Elsener.

To ensure full transparency, Dr. Oliver requested that these revised Job Descriptions be placed on the December 20<sup>th</sup> agenda as an Action Item for approval by the Board.